

Information and Instructions for Obtaining a Permanent California ID Number Or Updating Permanent ID Number Information

Do not use this form to apply for a temporary California ID number.

DTSC Form 1358 is used to apply for a new permanent California ID number, reactivate an existing permanent ID number, inactivate an existing permanent ID number or to update information on a permanent ID number.

Information Regarding California ID Numbers

The State of California's Department of Toxic Substances Control (DTSC) issues permanent California ID numbers to generators, transporters and disposal facilities for the purpose of tracking hazardous waste. The ID number enables regulators to track the waste from its origin to final disposal ("cradle to grave"). California ID numbers are site-specific and owner-specific. All businesses regulated by hazardous waste law in California are required to have either a federal or State ID number. Only businesses that generate "silver-only" waste are exempt from having an ID number. You may obtain detailed information about ID numbers and legal citations (California Code of Regulations and Health and Safety Code) by going to DTSC's website at www.dtsc.ca.gov. You can access the EPA Identification Number Fact Sheet by going to Publications and Forms on DTSC's website.

A permanent California ID number is required if you:

- (1) generate less than 100 kg per month of a federally-regulated hazardous waste and/or
- (2) any amount of a California-only (non-federal) regulated hazardous waste. This is commonly known as non-RCRA waste. Examples of state waste are petroleum products, asbestos, PCBs, antifreeze, and used oil. Useful conversions: 100 kg is about 220 pounds which is about 27 gallons of liquid.

If your business generates federal waste that is not regulated (non-RCRA regulated) or California-only hazardous waste, use this form to apply for a California ID number. Do not use this form to apply for a federal (RCRA) ID number. The form will be returned to you. Please call (415) 495-8895 to get information on obtaining a federal EPA ID number.

DTSC also issues temporary ID numbers (good for 90 days) to people or businesses that do not routinely generate hazardous waste. Examples of non-routine activities include asbestos abatement, removing underground tanks and removing hazardous wastes that were abandoned in a leased building. If you need a temporary ID number, call (800) 618-6942 if calling from California or (916) 255-1136 if calling from outside California. Select item 1 in the main menu (ID number information) and listen to the choices.

Hazardous waste transporters are defined as any person transporting hazardous wastes by highway, water, rail or air within, into, out of, or through the State of California. They must be registered by DTSC. Health and Safety Code, section 25163(a) makes it unlawful for any person to carry on, or engage in, the transportation of hazardous wastes without a valid transporter registration. Each registered transporter must have a valid permanent California or federal ID number. You can access the Hazardous Waste Transporter Requirements Fact Sheet by going to Publications and Forms on

DTSC's website. If you are applying for an ID number as a hazardous waste transporter, you must submit this application with your hazardous waste transporter registration packet.

Information on existing ID numbers is available at www.hwts.dtsc.ca.gov. Click on Reports and then click on the report titled Search for a Company.

Instructions for Completing the California ID Number Application Form (DTSC 1358)

(The information provided on this application should be business information, not personal information.)

Item 1: If you are applying for an ID number, check the box. Indicate if you are applying as a hazardous waste generator, a hazardous waste transporter, or both a generator and a transporter of hazardous waste. Also check the reason why you are applying for a new ID number. If you are applying as a hazardous waste transporter, you must send in this application with your transporter registration packet.

For items 2-5, fill in the permanent ID number and check the box(es) for the action you want taken on the ID number.

Item 2: Check this box to update the mailing address or site contact information. Please complete items 7 and 9 when updating the mailing address. Complete items 7 and 10 for the site contact information.

Item 3: Check this box to inactivate the ID number shown. Please complete item 7. Also complete item 9, so that we have a current mailing address.

Item 4: Check this box to reactivate the ID number shown. Please complete the entire application. However, if you are a new owner at the site or the site location has changed (your business moved); you must apply for a new ID number. If you are a hazardous waste transporter you may not be required to get a new ID number if you move.

Item 5: Check this box to change the name of your business for the ID number shown. Please complete item 7. You may update this information as long as there has not been a change in ownership. If you have had a change in ownership, go to item 1.

Item 6: Indicate type of generator.

- Generator of less than 1,000 kg/month of California-only waste. Your business generates up to 1,000 kg/month of California regulated hazardous waste (220 lbs to 2,204 lbs/month or 27 gal to 270 gal);
- Generator of 1,000 kg/month or more of California-only waste. Your business generates 1,000 kg/month or more of California-regulated hazardous waste (2,204 lbs or more than 270 gal);
- Conditionally Exempt Small Quantity Generator of RCRA waste. Your business generates 100 kg/month or less of federally-regulated hazardous waste (220 lbs/month or less than 27 gal per month) or up to 1 kg/month of extremely hazardous waste. If you are unsure which box to check, please contact your local hazardous waste enforcement agency or the DTSC Public and Business Liaison (Duty Officer) at (800) 728-6942.

Item 7: Enter the legal name of the business. Also include a DBA (Doing Business As) if there is one.

Item 8: Enter the site location address, including county name. The location address must be a physical address. Longitude and latitude may be used. Post Office boxes or descriptive addresses are not acceptable as a site location. Please do not abbreviate.

Item 9: Provide the site mailing address. The mailing address may be different than the location address.

Item 10: Enter the site contact person's name, address, phone number, fax number and business email address. Personal email addresses using free services providers such as Hotmail, Yahoo or Juno will not be accepted as business email addresses. Select your preferred primary communication method, mail or email.

Item 11: Enter the name of the legal business owner. Use a company name if your business is a corporation or provide the owner's name if the business is a sole proprietorship. Do not list the property owner. Enter the legal business owner's business address and business phone number.

Item 12: Enter the 4-digit Standard Industrial Classification Code (SIC). The SIC Code is a four-digit number that best describes your company's primary business activity. If your company's SIC Code is unknown, go to the Internet at: www.osha.gov/oshstats/sicser.html to search for the Code.

Additional Information about the Application Process

It will take approximately 4 to 6 weeks to process your application.

This application will be returned to you if you do not provide all of the requested information. This will delay the issuance of your ID number. If DTSC has questions about your application we will contact the site contact person shown on the application.

If you are applying for a new permanent California ID number, DTSC will issue your ID number and send a confirmation notice by mail or email depending on your primary communication choice. You can check the status of the issuance of your new ID number by going to the Internet at: www.hwts.dtsc.ca.gov under Reports. Search on your business name or site address and the report will show if you have an ID number. When searching, please use minimal information in your search, as too much information may not return the results you need. When searching on an address use the street number and the city.

If you are requesting reactivation of your California ID number, your request will be processed in approximately 4 to 6 weeks. You can check on the status of your reactivation by going to the Internet at: www.hwts.dtsc.ca.gov under Reports. Search on your ID number and the report will show if your ID number is active or inactive.

If you are requesting to inactivate your California ID number, your request will be processed in approximately 4 to 6 weeks, however the number will be inactivated as of the date your application was received in our office. You can check on the status of your inactivation by going to the Internet at: www.hwts.dtsc.ca.gov under Reports. Search on your ID number and the report will show if your ID number is active or inactive.

If you have questions, please contact DTSC's Telephone Information Center at (800) 618-6942 if calling from inside California or (916) 255-1136 if calling from outside California. Select item 1 in the main menu (ID number information) and listen to the choices.

Please make a copy of your application for your records. DTSC will not provide copies of your completed application. The processing time is the same for all submittals.

You may:

Mail your application to:
Dept. of Toxic Substances Control
GISS
P.O. Box 806
Sacramento, CA 95812-0806

Email your application to:
idnumber@dtsc.ca.gov

Fax your application to:
916-255-4703

California Hazardous Waste Permanent ID Number Application*Please review the line-by-line instructions carefully.***New Number Requests.** Check all that apply.*(See instructions.)*

- ☐ 1. I am applying for a **new** permanent California ID number as a hazardous waste: ☐ Generator ☐ Transporter
Reason for new number: A. ☐ Never had a number B. ☐ Business moved C. ☐ Legal owner of business changed

Changes to Status or Information.*(See instructions.)*For ID number: **C A** _____

- ☐ 2. I am updating the mailing address and/or contact information only.
☐ 3. I am inactivating this ID Number.
☐ 4. I am reactivating this ID Number.
☐ 5. I am changing the business name. There has been no ownership change.

6. This site is a: ☐ Generator of less than 1,000 kg/month California-only waste *(See instructions.)*
☐ Generator of greater than 1,000 kg/month California-only waste
☐ Conditionally Exempt Small Quantity Generator of RCRA Waste

7. Site/Facility Name: _____

8. Site Location: _____
Street

City State Zip County

9. Mailing Address: _____ *(See instructions.)*
Street

City State Zip

10. Site Contact Person: _____ *(See instructions.)*
First Name Last Name

Contact Person Address: _____
Street

City State Zip

Contact Person Phone Number: (____) _____ Fax Number: (____) _____
Area Code Phone Number Area Code Fax Number

Contact Person Business Email Address: _____

Preferred Primary Communication: ☐ Mail ☐ Email

11. Legal Business Owner (not property owner): _____ *(See instructions.)*
Name

Owner Address: _____
Street City State Zip

Owner Phone Number: (____) _____
Area Code Phone Number

12. Standard Industrial Classification (SIC) Code for the Site: _____ (4-Digit Number) *(See instructions.)*